



United States  
Department of  
Agriculture

Farm and Foreign  
Agricultural  
Services

Farm Service  
Agency

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## FARM SERVICE AGENCY (FSA) POLICY STATEMENT ON HARASSMENT

All FSA employees must maintain a high standard of conduct in the workplace and refrain from engaging in harassing activities. FSA will not tolerate conduct by employees that disparages, denigrates, or demonstrates hostility or aversion towards any person based upon race, color, religion, sex, national origin, age, disability, sexual orientation, marital or family status, political beliefs, parental status, or protected genetic information.

General harassment can be either verbal or written and may include physical acts. Such harassment has the purpose or effect of creating an intimidating, hostile or offensive work environment; unreasonably interfering with a person's work performance; or otherwise adversely affecting his/her employment opportunities.


Examples of verbal or physical harassment include the use of slurs, epithets, negative stereotypes, threats, intimidation or other hostile acts designed or intended to disparage, denigrate, and demonstrate hostility or aversion towards a person because on his or her race, religion, sex, national origin, age, disability, sexual orientation, marital or family status, political beliefs, parental status, or protected genetic information, or that of his or her friends, relatives, or associates.

Written harassment involves placement or circulation of written or graphic material (such as posters, flyers, memoranda and email) on walls, bulletin boards or other workplace sites, that disparage or show hostility or aversion toward an individual or group because of race, gender, national origin, age, disability, sexual orientation, marital or family status, political beliefs, parental status, or protected genetic information, or that of a person's friends, relatives and associates.

Managers and supervisors are responsible for enforcing this policy and must take immediate, appropriate, and effective action to end any harassing activities which may exist. Managers and supervisors should consult with their Servicing Personnel Office and the USDA Guide for Disciplinary Penalties (DPM-751) when initiating action to stop the harassment. Managers and supervisors who tolerate such harassment or fail to take prompt corrective action upon becoming aware of such activities may also be subject to disciplinary action.

Any employee, who believes she or he has been subjected to harassment, or has witnessed such harassment, should report such actions to a supervisor or manager for corrective action. If prompt corrective action is not taken, the employee may contact an EEO counselor.

**Publication: This policy should be posted in conspicuous locations throughout the workplace.**

  
Teresa C. Lasseter  
Administrator

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